



GOORU CLASSROOM CARDS

EASY FLASHCARDS FOR USING GOOGLE CLASSROOM

BY DAVID WOLFORD

Logging In



CHOOSE YOUR ROLE

Get started using Classroom.

I am a...

STUDENT

TEACHER

STUDENT OR TEACHER!

LOGGING IN FOR THE FIRST TIME

1. GO TO CLASSROOM.GOOGLE.COM
2. SELECT YOUR ROLE

BY DAVID WOLFORD

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Creating/Joining a Class



TEACHER

+

↑

CREATE YOUR FIRST CLASS!

Create a class

Class name

Section

CANCEL CREATE

STUDENT

+

↑

JOIN YOUR FIRST CLASS!

Enter class code to join.

CANCEL JOIN

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About Tab



David Wolford

6 Select theme
7 Upload photo

STREAM STUDENTS ABOUT

1 Math 1st Hour

2 Algebra 1

3 Room Room 132

Google Drive folder Math 1st hour 8

Calendar View in Classroom 9
Open in Google Calendar

4 INVITE TEACHER

5 Add materials...

CANCEL SAVE

SETTING UP YOUR CLASS

1. CLASS TITLE
2. CLASS DESCRIPTION
3. ROOM LOCATION
4. INVITE COLLABORATING TEACHERS
5. ADD EXTRA RESOURCES
6. CHANGE THEMES
7. ADD YOUR OWN PHOTO
8. CLASS DRIVE FOLDER
9. CLASS CALENDAR

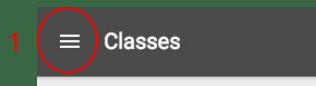
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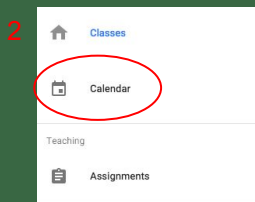
Classroom Calendar



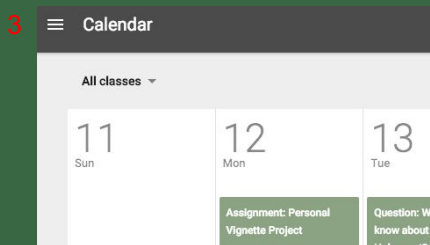
ACCESS THE CALENDAR IN THE HOME SCREEN



1. CLICK ON THE "PANCAKE STACK" ICON IN YOUR HOME SCREEN.



2.. CLICK ON CALENDAR.



3.. YOU NOW HAVE A CLASSROOM CALENDAR! ALL POSTS WITH A DUE DATE WILL AUTOMATICALLY POPULATE HERE.

*** TEACHER CAN ADD TO THE CALENDAR MANUALLY AS WELL ***

*** GREAT OPPORTUNITY HERE TO MAKE PUBLIC, SHARE WITH PARENTS AND NOW THEY ARE ALSO AWARE OF CLASS INFO ***

BY DAVID WOLFORD

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Enrolling Students

A laptop screen displaying the Google Classroom interface for a class named "Math 1st hour" by David Wolford. The screen shows the "STUDENTS" tab with an "INVITE" button labeled "1" and a class code "pv9xl5" labeled "2".

Math 1st hour

David Wolford

STREAM STUDENTS ABOUT

INVITE ACTIONS Students can post and comment CLASS CODE pv9xl5

1

Invite students or give them this code to join: pv9xl5 2

TWO METHODS OF ENROLLMENT

1. INVITATION
 - A. TEACHER DRIVEN
2. CODE
 - A. STUDENT DRIVEN

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Student Tab

A screenshot of the Google Classroom 'STUDENTS' tab interface. The interface has a blue header with 'STREAM', 'STUDENTS', and 'ABOUT' tabs. Below the header, there's a section with 'INVITE' and 'ACTIONS' buttons. The 'ACTIONS' dropdown menu is open, showing three options: '1 Remove', '2 Email', and '3 Mute'. Below this, there's a list of students: James Dubois, Marsha Robinson, and Michele Mathewson. Each student has a checkbox on the left and an envelope icon on the right. The background of the slide is a green chalkboard.

STREAM STUDENTS ABOUT

INVITE ACTIONS

Students can post and comment CLASS CODE alf8tiq

1 Remove

2 Email

3 Mute

James Dubois

Marsha Robinson

Michele Mathewson

ACTIONS

1. Remove a student
2. Email individual students or a group of students
3. Mute a student
 - a. Student can see everything and participate in class. They just can not comment

BY DAVID WOLFORD

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Student Comments



1

STREAM STUDENTS ABOUT

2

Students can post and comment ▼

3

A Students can post and comment

B Students can only comment

C Only teacher can post or comment

STUDENT COMMENT RIGHTS

1. CLICK ON STUDENTS IN THE MIDDLE OF YOUR SCREEN
2. CLICK ON THE TAB THAT SAYS "STUDENTS CAN POST AND COMMENT"
3. CHOOSE PERMISSION LEVEL FOR STUDENT ENGAGEMENT
 - A. NO RESTRICTIONS
 - B. STUDENTS CAN ONLY COMMENT ON YOUR POSTS
 - C. NO STUDENT COMMENTS at all

BY DAVID WOLFORD

Stream Tab



STREAM STUDENTS ABOUT

No work due soon
VIEW ALL

STREAM
Show deleted items ☐

CLASS CODE
Students can join the class with this code:
fx7ngp

Welcome to your class!
Do you want to take a tour to learn more?
START TOUR

1 Reuse post

2 Create question

3 Create assignment

4 Create announcement

+

TEACHER POSTS

By clicking the + button in the lower right hand corner you open up 4 options.

1. Reuse Post
2. Create a Question
3. Create an Assignment
4. Create an Announcement

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Create Assignment



Assignment

1 Test assignment

2 practice

Due Sep 24

3 Due date & time ☒

Sep 24, 2015

Time (optional)

SAVE

Draft saved

ASSIGN

ASSIGN OR SAVE AS DRAFT FOR FUTURE USE

1. TITLE OF ASSIGNMENT
2. DESCRIPTION OF ASSIGNMENT (OPTIONAL)
3. DUE DATE AND TIME (CAN TURN OFF AND ON)

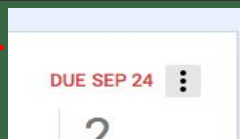
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Editing Assignment

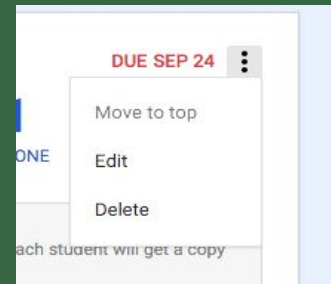


1



CLICK ON THE 3 STACKED DOTS NEXT TO THE DUE DATE ON THE ASSIGNMENT POST.

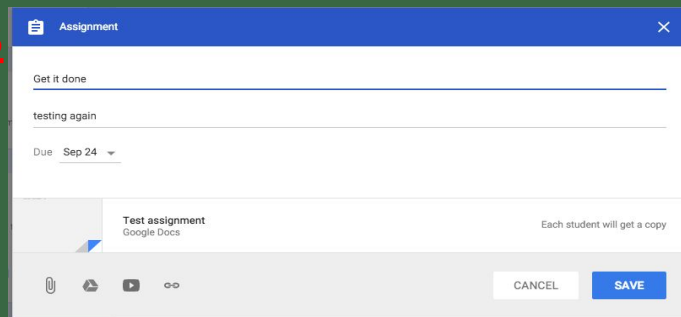
2



CLICK ON EDIT

***MAKE SURE AND ALSO NOTICE MOVE TO TOP OPTION!! ***

3



CHANGE ANY DETAILS OF THE ASSIGNMENT

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Attachments



1



2



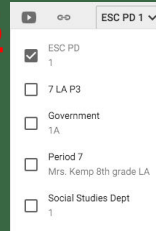
3



4



5



ATTACHMENT OPTIONS:

1. FILE – ANY NON GOOGLE DRIVE FILE.
2. GOOGLE DRIVE – ANY GOOGLE DRIVE FILE
3. YOUTUBE VIDEO
4. WEB URL LINK
5. ASSIGN ACROSS MULTIPLE CLASSES
 - A. USEFUL FOR ASSIGNMENTS/POSTS/ANNOUNCEMENTS – YOU DON'T HAVE TO REPOST FOR EACH CLASS.

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Announcements



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Create Question



1 Title of question

2 Description of question (optional)

3 Due Sep 24

4

1. TITLE

2. DESCRIPTION OF QUESTION (OPTIONAL)

3. DUE DATE (OPTIONAL)

4. ATTACHMENTS

ASK OR SAVE AS DRAFT FOR FUTURE USE

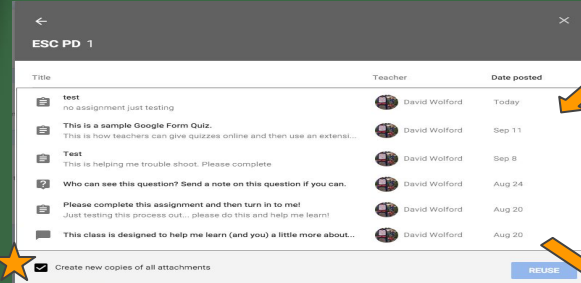
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Reuse Post



1. CHOOSE THE CLASS THE POST IS FROM THAT YOU WANT TO REUSE.

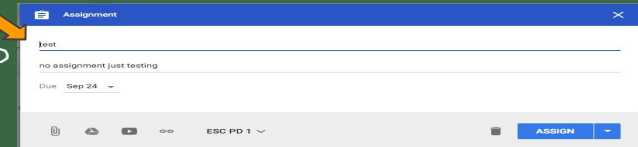


All classes

Class	Teachers	Created
7 LA P3	Brenda Roberts and David Wolford	Aug 28
Government 1A	Ryan Gingerich and David Wolford	Aug 24
Period 7	Emily Kemp and David Wolford	Nov 13, 2014
ESC PD 1	David Wolford	Aug 20
Social Studies Dept 1	David Griffing and David Wolford	Feb 10

2. CHOOSE THE EXACT POST YOU WANT TO USE. MAKE SURE YOU SELECT "CREATE NEW COPIES OF ALL ATTACHMENTS" IF NEEDED IN THE LOWER LEFT CORNER.

3. THE ASSIGNMENT ICON IS THEN POPULATED WITH ALL THE ORIGINAL INFORMATION. YOU CAN THEN EDIT ALL THE OTHER INFORMATION SUCH AS DUE DATE, ATTACHMENTS ETC



BY DAVID WOLFORD

Student's View



PAPERLESS PROCESS – STUDENT'S VIEW

1

ASSIGNMENT David Wolford 3:01 PM
Get it done
testing again OPEN

2

NOT DONE

Your work
Files you add or create can be viewed and edited by your teacher

Test assignment - Michele Mathewson
Google Docs

Add

A

TURN IN

3

Add

Google Drive

Link

File

Create

Docs

*** NOTE ***

STUDENTS CAN UNSUBMIT WORK UNTIL GRADED OR PAST DUE DATE

1. EMAIL NOTIFICATION ABOUT TEACHER'S POST

2. STUDENT CLICKS ON ASSIGNMENT AND COMPLETES.
A. CAN TURN IN FROM HERE OR IN WORK.

3. ADD FILES IN ADDITION TO WHAT WAS ASSIGNED.

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Teacher's View



1

ASSIGNMENT David Wolford 3:01 PM

Get it done
testing again

DUE THU, SEP 24

0 DONE	3 NOT DONE
-----------	---------------

2

RETURN 100 points

	Not done	Add grade
<input type="checkbox"/>		
<input type="checkbox"/>	James DuBois	Add grade
<input type="checkbox"/>	Marsha Robinson	Add grade
<input type="checkbox"/>	Michele Mathewson	Add grade

Get it done

0 DONE	3 NOT DONE
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All

	James DuBois	Marsha Robinson
Michele Mathewson	No attachments Not done	No attachments Not done

Test assignment - Mi...
Unsubmitted

1. CLICK ON ASSIGNMENT TO GET #2

2. TEACHER CAN:

- A. MONITOR
- B. GRADE
- C. COMMENT - IN PAPER
- D. EMAIL

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Teacher's View (cont.)



2 RETURN 100 points 1

☐ Not done

☐ James DuBois Add grade

☐ Marsha Robinson Add grade

☐ Michele Mathewson Add grade

Get it done

0 DONE 3 NOT DONE

All

Michele Mathewson

James DuBois

Marsha Robinson

No attachments Not done

No attachments Not done

No attachments Not done

Download assignment grades

Download all grades

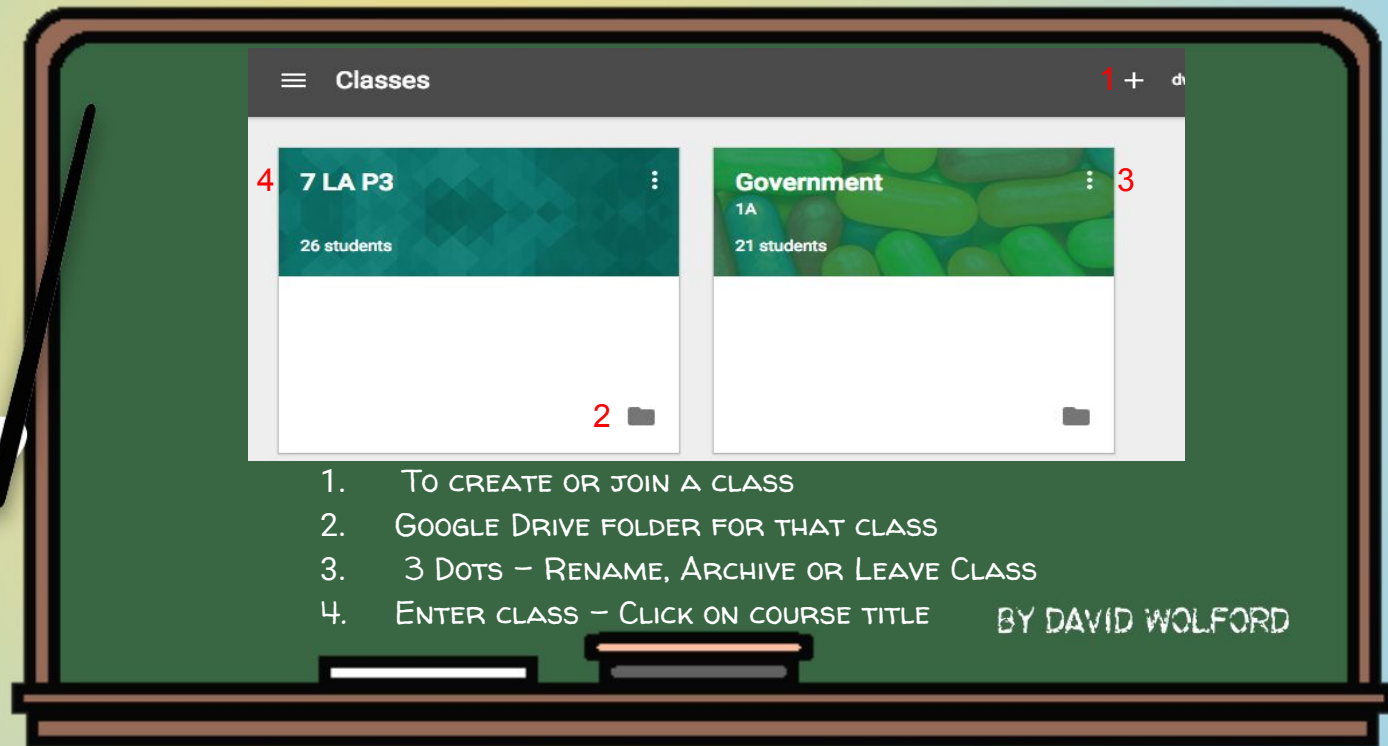
A COUPLE OF NOTES IN THIS SCREEN:

1. POINTS ARE EDITABLE – THERE ARE PRESET NUMBERS OR YOU CAN CHOOSE
2. YOU MUST CLICK RETURN FOR STUDENTS TO SEE THEIR GRADE. CAN DO 1 AT A TIME OR WHOLE CLASS

BY DAVID WOLFORD

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Home Screen



1. TO CREATE OR JOIN A CLASS
2. GOOGLE DRIVE FOLDER FOR THAT CLASS
3. 3 DOTS – RENAME, ARCHIVE OR LEAVE CLASS
4. ENTER CLASS – CLICK ON COURSE TITLE

BY DAVID WOLFORD

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Home Screen (cont.)



1. **Classes**

2. **Classes**

Teaching

A **Assignments**

7 **7 LA P3**

Governor 1A
21 students

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